



## **\*\*\*IMPORTANT NOTICE TO ALL APPLICANTS\*\*\***

**PLEASE BE ADVISED THAT EFFECTIVE JANUARY 1, 2009, THE GEORGIA CRIME INFORMATION CENTER (GCIC) WILL NO LONGER ACCEPT INKED FINGERPRINT CARDS FOR CRIMINAL HISTORY CHECKS ON NON-CRIMINAL JUSTICE APPLICANTS.**

Accordingly, on and after January 1, 2009, all persons applying with the Georgia Department of Driver Services (DDS) to become certified in any of the following regulated program areas must utilize the **Georgia Applicant Processing Services (GAPS)** to satisfy the statutorily required fingerprint-based criminal history check:

- Driver Training (Program Owners and/or Instructors);
- Driver Improvement (Program Owners and/or Instructors);
- DUI Alcohol and Drug Use Risk Reduction (Program Owners, Directors, and/or Instructors);
- Ignition Interlock Devices; and,
- Chauffeur Permits.

GAPS consists of numerous locations throughout the State of Georgia that have been authorized by the GCIC and Cogent Systems to use LiveScan devices to electronically capture and transmit fingerprints to the GCIC through a secure web-based environment. Criminal history search results, in most cases, will return within 24 to 48 hours following submission of fingerprints, decreasing the overall amount of time it takes for DDS to process your application for certification.

### **[Additional information](#)**

Additional information regarding GAPS processes, policies, fees, and print locations may be found at **[www.ga.cogentid.com](http://www.ga.cogentid.com)**.

**Applicants will receive instructions on the fingerprint requirements upon submitting a completed application with DDS.**